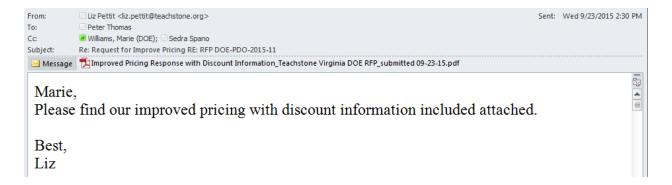
DOE-PDO-2015-11-4

Attachment 1

The contract documents include the Contractor's proposal dated July 8, 2015; and clarifications and negotiated modifications included in Attachment 1 and dated October 2, 2015, September 23, 2015, September 21, 2015, September 17, 2015, August 20, 2015, July 24, 2015, and July 15, 2015.

September 23, 2015:



7. Attachment E: Pricing Schedule

I. Face-to-Face Pricing Schedule

Name of Professional Development Offering	PD Category	Total Cost for 25 participants	Length of Delivery (in Hours)	Per Hour Price
Introduction to the CLASS Tool Face-to-Face	afg	\$7,000	6	\$1,166.67
CLASS Observation Training	afg	\$17,000	16	\$1,062.50
CLASS Train-the-Trainer Program*	afg	\$70,000	24	\$2,916.67
Double Coding with the CLASS Tool	a	\$3,500	7	\$500
CLASS Feedback Strategies for Coaches	afg	\$10,550	8	\$1,318.75
Instructional Support Strategies for Coaches	af	\$10,550	7	\$1,507.14
Effective Coaching Practices with myTeachstone	afgk	\$17,000	16	\$1,062.50

Discount Notes on Table I: Face to Face

Name of Professional Development Offering	Discount Notes:
Introduction to the CLASS Tool Face-to-Face	Cost per training is \$7,000 for up to 50 participants
CLASS Observation Training	If fewer than 25 participants: Single Training: \$8500 (up to 15 participants), + \$425 per additional person up to 17 OR Single participants may attend a regional training for \$850/participant (list of available regional trainings on Teachstone website) Additional discounts: Affiliate Trainings held by a Division Affiliate trainer who has completed the Train-the-Trainer Program: \$175/participant
CLASS Train-the-Trainer Program*	If fewer than 25 participants: Single Training: \$10,000 + \$2,000/participant OR Single participants may attend a regional training for \$4,500/participant (list of available regional trainings on Teachstone website)
Double Coding with the CLASS Tool	none
CLASS Feedback Strategies for Coaches	If fewer than 25 participants: Single Training: \$6,000 up to 12 + \$350 each additional participant (up to 35 total) OR Single participants may attend a regional training for \$600/participant (list of

	available regional trainings on Teachstone website)
Instructional Support Strategies for Coaches	If fewer than 25 participants: Single Training: \$6,000 up to 12 + \$350 each additional participant (up to 35 total) OR Single participants may attend a regional training for \$600/participant (list of available regional trainings on Teachstone website)
Effective Coaching Practices with myTeachstone	If fewer than 25 participants: Single Training: \$8500 (up to 15 participants), + \$425 per additional person up to 17

II. Virtual/Online Interactive Pricing Schedule

Name of Professional Development Offering	PD Category		Length of Delivery (in Hours)	Per Hour Price
CLASS Coding Calibration with Live Webinar	a	\$2,250	2	\$1,125

Discount Notes on Table II: Virtual/Online Interactive

Name of Professional Development Offering	Discount Notes:
	If fewer than 25 participants: Single Session: \$1350 (up to 15 participants), \$90 for each additional participant

III. Virtual/Online Read-Only Pricing Schedule

Name of Professional Development Offering	PD Category	Total Cost for unlimited participants	Length of Delivery (in Hours)	Per Hour Price
Online Introduction to the CLASS Tool	afg	\$2,205	2	\$1,102.50
myTeachstone	afgk	\$5,500	27 (current coursework available)	\$203.70
Instructional Support Strategies for Coaches Online	af	\$1,000	13	\$76.92
Instructional Support Strategies for Teachers Online	af	\$4,900	3	\$1,633.33
CLASS Feedback Strategies for Coaches Online	a	\$375	1	\$375
CLASS Coding Calibration	a	\$750	2	\$375
CLASS Video Library and CLASS Discussion Toolkit	afg	\$4,950	20	\$247.50

Discount Notes on Table III: Virtual/Online Read-Only

Name of Professional Development Offering	Discount Notes
Online Introduction to the CLASS Tool	If less than a division-wide license is desired: 1-9 participants: \$45 each 10-44 participants: \$35 each 45+ participants: \$30 each
myTeachstone	none
Instructional Support Strategies for Coaches Online	If less than a division-wide license is desired: \$200 per participant
Instructional Support Strategies for Teachers Online	If less than a division-wide license is desired: \$100 per participant
CLASS Feedback Strategies for Coaches Online	If less than a division-wide license is desired: \$75 per participant
CLASS Coding Calibration	If less than 25 participants: \$75 per participant
CLASS Video Library and CLASS Discussion Toolkit	none

$IV.\ Combination\ of\ Virtual/Online\ and\ Face-to-Face\ Pricing\ Schedule$

Name of Professional Development Offering	PD Category	Total Cost for 25 participants	Length of Delivery (in Hours)	Per Hour Price
MyTeachingPartner Coach Training and Support (MTP Coach)	afg	\$55,500	80	\$693.75
Making the Most of Classroom Interactions (MMCI)	afg	\$18,000	64	\$281.25

Discount Notes on Table IV: Combination of Virtual/Online and Face-to-Face Pricing Schedule

Name of Professional Development Offering	Discount Notes
MyTeachingPartner Coach Training and Support (MTP Coach)	If fewer than 25 teacher participants: Year 1 Single Training: \$10,000 +\$6,500 per COACH participant up to 10 COACH participants plus teacher participant materials: +\$525/teacher participant Year 2 Credentialing Stage 1: \$2,000/coach participant Year 3 Credentialing Stage 2: \$500/coach participant OR Single coach participants may attend a regional training for: \$8,500/coach plus materials for teacher participants: \$525/teacher participant (list of available regional trainings on Teachstone website)
Making the Most of Classroom Interactions (MMCI)	If fewer than 25 participants: Single Training: \$8,000 + \$2500/instructor participant plus materials for teacher participants: \$150/participant OR Single participants may attend a regional training for: \$4,000/instructor participant plus participant materials for teacher participants: \$150/teacher participant (list of available regional trainings on Teachstone website)

October 2, 2015:

From: Liz Pettit [mailto:liz.pettit@teachstone.org]

Sent: Friday, October 02, 2015 11:23 AM

To: Williams, Marie (DOE)
Cc: Sedra Spano; Peter Thomas
Subject: Re: RFP DOE-PDO-2015-11

Hi Marie.

Attached is a revised version of the terms applying to myTeachstone as requested. We did not strike the first sentence in 2.2, but rather revised it to narrow the scope. Please let me know if you need anything further.

Sincerely, Liz

On Thu, Oct 1, 2015 at 5:09 PM, Williams, Marie (DOE) < Marie. Williams@doe.virginia.gov> wrote:

Liz,

I've also been asked to let you know that the first sentence of 2.2 on page 122 must be withdrawn because it is too broad:

8.3 Terms Applying to myTeachstone

OWNERSHIP; RESTRICTIONS; RESERVED RIGHTS.

- Ownership. Teachstone owns (or has the right to license to Licensee and the Users) the My Teachstone Software, the Content and the Site, together with all Teachstone Intellectual Property. The term "Teachstone Intellectual Property" means all of the following: (a) all intellectual property associated with, or incorporated or embodied within, the My Teachstone Software, the Content and the Site, including the source code and object code of the My Teachstone Software; (b) all intellectual property rights associated with the My Teachstone Software, the Content and the Site; and (c) all proprietary rights in and to the My Teachstone Software, the Content and the Site. This Agreement does not grant to Licensee or any User, and neither Licensee nor any User shall acquire, any right, title, or interest in and to the My Teachstone Software, the Content, the Site or any Teachstone Intellectual Property, except for the limited licenses thereto expressly granted by Teachstone in this Agreement. This Agreement does not grant any rights to the Licensee to use the trademarks or service marks of Teachstone.
- 2.2 Restrictions. Licensee and all Users under Licensee's control shall comply at all times with these terms to protect the integrity and security of the My Teachstone Software, the Content and the Teachstone Intellectual Property. Neither Licensee nor User shall (a) directly or indirectly, sell, rent, license, sublicense or offer for sale the My Teachstone Software, any Content, or access thereto, to any other person or entity; (b) disclose or distribute Content to any other person or entity; (c) in connection with any access or use of the Software or the Content, violate (whether intentionally or unintentionally) any applicable federal, state, county, municipal, local or other statute, law, regulation, rule, ordinance, order, or custom (collectively, "Laws"); or (d) commit any act in violation of the intellectual property or proprietary rights of Teachstone in the My Teachstone Software, the Content, or any Teachstone Intellectual Property. Each User shall only use Content for his/her personal education and training purposes only, and may download or print one (1) copy of each page of Content for such personal education and training purposes only. Licensee warrants that neither Licensee nor any User will utilize the My Teachstone Software in any manner that could, damage, disable, overburden or impair such software or interfere with any other party's use and enjoyment of the software. Neither the Licensee nor any User shall reverse engineer, decompile or disassemble the My Teachstone Software.

September 21, 2015:

On Mon, Sep 21, 2015 at 10:33 AM, Williams, Marie (DOE) < Marie.Williams@doe.virginia.gov > wrote:

Liz – One more request, which related to page 122 of your proposal. Since only school divisions will make purchases from the contract, and not VDOE, are purchasing school divisions, or VDOE, considered to be the licensee? We understand that any users who carry out the actions described in the second paragraph would be held responsible.

From: Liz Pettit [mailto:liz.pettit@teachstone.org] **Sent:** Monday, September 21, 2015 10:44 AM

To: Williams, Marie (DOE)

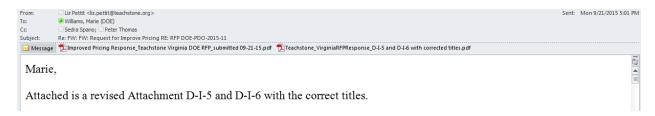
Cc: Sedra Spano; Peter Thomas; Rowsey, Ann (DOE)

Subject: Re: FW: FW: Request for Improve Pricing RE: RFP DOE-PDO-2015-11

Marie,

The purchasing district or division would be the licensee, *not* the Virginia DOE.

<u>September 17, 2015:</u>



See Revised Attachments D-I-5 and D-I-6 at the end of this document.

August 20, 2015:

On Thu, Aug 20, 2015 at 1:35 PM, Williams, Marie (DOE) < Marie. Williams@doe.virginia.gov> wrote:

Thank you - One more question:

Will you provide a certification of completion that includes the participant's name, title of the PDO, and the number of PD hours completed for each PDO participant?

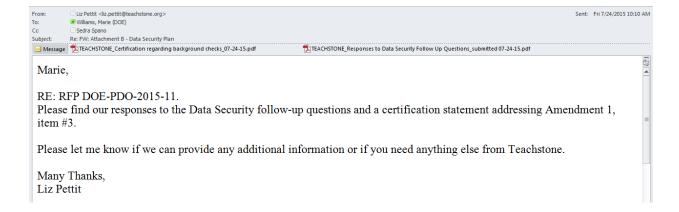
Marie.

I have spoken with our Professional Development delivery department. For certain PDOs we do provide participants with a Certificate of Completion, some of which have the number of hours. For many of our PDOs we do not offer a Certificate of Completion as a matter of course but we would be more than happy to provide them (with the number of hours) upon request.

Also, myTeachstone, one of our online offerings, affords the teacher and a designated administrator full visibility into the number of hours of PD completed at all times. And, for many of our online offerings, aggregated reports can be generated to show how much time participants have spent on PD and what parts they have completed.

Please let me know if you need any further clarifications.

July 24, 2015:



RFP: DOE-PDO-2015-11

Teachstone responses to Bethann Canada's Questions on Data Security

Submitted: 07-24-15

2. Format(s) in which data will be provided;

· Data is only available through the website.

Bethann Canada: Is there a download capability? If so, in what format (tab-delimited, etc)

Additional Answer: The only thing that's capable of being downloaded from the myCLASS site are MTP and MMCI certificates and training materials which are in a Portable Document Format (PDF). From myTeachstone, users with administrative and coaching access (as determined when the account is activated) are able to export observation reports and professional development reports as PDFs and hierarchical data reports as Comma Separated Value (CSV) files.

Weekly backups with incremental daily backups and a 48-hour recovery from the loss of a data center including the loss of only 2 hours of data;

We keep at least 90 days worth of daily backups for all databases.

Bethann Canada: Please speak to this requirement

Additional Answer: Teachstone takes nightly images of our servers and keeps a week's worth of images. We take nightly backups of our databases and keep 90 days worth of backups. We now take hourly database backups and would only lose, at most, 59 minutes worth of data.

7. A suitable hosting environment;

We are hosted at Rackspace.

http://broadcast.rackspace.com/downloads/pdfs/RackspaceSecurityApproach.pdf

Bethann Canada: Are the Rackspace servers you use located in the US?

Additional Answer: We are hosted at Rackspace, which is located in the US. Our production environments are located in the IAD (Northern Virginia) data center. We also have presence in their DFW (Dallas) and ORD (Chicago) data centers.

A process for the authorization of various roles associated with data access;

 Teachstone employees set up limited user access based on the service purchased or the level of required administrative access requested by the client. Single user passwords are encrypted to ensure the designated user is given the correct level of access.

Bethann Canada: Please explain. What does an encrypted password have to do with the level of access?

Additional Answer: Teachstone employees set up limited user access based on the service purchased or the level of required access requested by the client, such as administrator or observer. The role or roles

you are assigned in our systems determine the level of data access. In addition to the role based data access, there is also organization based access which governs which locations data can be viewed. On top of users being given appropriate access based on their user role in our system, access is encrypted with secure passwords to ensure that only authorized users have access to this data.

12. A process for ensuring security of data stored at the offeror's site as well as any server security policies;

- Data is stored on private database servers that are only accessible by Teachstone tech staff or data center staff if physical hardware troubleshooting is required.
- User passwords are encrypted using high grade one-way encryption.
- All access to the myCLASS application, including authentication, is done using SSL.
- . As stated in 16, 17 and 18, we currently do not perform scheduled scanning
- Servers are only accessible via SSH keys
- We use a combination of Cloud 66's ActiveProtect and firewalls, Denyhosts and Apache's
- ModSecurity

Bethann Canada: Is this a typo?

Additional Answer: Yes, this was a typo. We perform informal scans against our production environments using Nmap.



In the event of a contract award to Teachstone Training, LLC, under Virginia Department of Education RFP # DOE-PDO-2015-11:

This document certifies that all employees and subcontractors who will provide services on school property have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child, and certifies that Teachstone Training, LLC agrees to provide such certification on a form required by the local school division, if requested (see VA Code§ 22.1-296.1).

Authorized Signature:

Name: Scott Guengerich

Title: Director of Finance

Date: July 22, 2015

July 15, 2015

From: Liz Pettit [mailto:liz.pettit@teachstone.org]

Sent: Wednesday, July 15, 2015 4:38 PM

To: Williams, Marie (DOE) **Cc:** sedra.spano@teachstone.org

Subject: Re: Question about PD offering included in your proposal for RFP# DOE-PDO-2015-II

Marie.

Thank you for your question. The CLASS Video Library and Video Library Companion offering should also fall into Category III defined as "Online NOT interactive (e.g. listen or read only)." We apologize for the confusion. I have attached revised versions of the affected pages (Question 1 now is marked as category III for this professional development offering; The Pricing Schedule for category III has been updated with this offering.)

Please let me know if we can be of further assistance or answer any other questions.

Sincerely, Liz Pettit

See Revised Attachment D-V-1 (now included in delivery category III), on the following pages.